

Message

From: Ex. 6 Personal Privacy (PP)
Sent: 11/26/2019 7:41:01 PM
To:

Ex. 6 Personal Privacy (PP)

CC:
Subject: RE: RAD's Case List for Nov-Dec
Attachments: Staff schedule.xlsx

To aid you in finding backups, attached is the NCMB staff schedule for the month of December (as of today).

From: Ex. 6 Personal Privacy (PP)
Sent: Tuesday, November 26, 2019 2:06 PM
To: Ex. 6 Personal Privacy (PP)

Ex. 6 Personal Privacy (PP)

Cc: Ex. 6 Personal Privacy (PP)
Subject: RAD's Case List for Nov-Dec

Attached is the long-awaited list of cases that RAD is or will be working on in the coming weeks. They have targeted cases for "completion by RAD" (which I interpret as being "ready for Ex. 6 Personal Privacy (PP) review") on or before Friday Nov. 29 (11 cases), on or before Friday Dec. 6 (58 cases), and on or before Friday Dec. 13 (54 cases).

I believe that Ex. 6 Personal Privacy (PP) is getting Ex. 6 Personal Privacy (PP) to help her QC the RAD reports before they are made available to CCD. We should anticipate quick reviews of the RAD reports by Ex. 6 Personal Privacy (PP). And they will expect quick turnaround by us of any needed determination document or Consent Order.

So, you need to:

- Examine your case load in the attached spreadsheet. Let me know if there are any cases on here that should not be on the list.
- There may be a few Hair on Fire cases that RAD will add to this list.

- If there are more cases of yours on the list than you can handle because of scheduled leave or because too many cases are expected to arrive from [Ex. 6 Personal Privacy (PP)] in any given week, etc., then try to share your caseload with one or more other Program Managers. Let me know who will pick up your case.
- Comp time and/or overtime will be made available to you if you have the need or desire to do so. I am still awaiting final word on whether you can accrue comp time or overtime in a pay period in which you are taking leave; as soon as I know the answer, I will let you know. You must request comp time or overtime BEFORE you accrue it. So, if you think you may want it, request a certain number of hours in a given pay period and I will ask [] to approve the request. Ask for more hours than you expect to actually need; you should only charge what you actually use but you cannot use more than the request was approved for.
- If you are scheduled to be on leave and your listed case is still "active," then find a Program Manager to serve as your backup while you are away and let me know who that PM is.
- [Ex. 6 Personal Privacy (PP)] is making herself available on a paid overtime basis to work on cases as well. Reach out to her and let me know if she has agreed to help you on a case.
- As always, keep your suspensions, dispositions, and PM Comment section in NCR up to date.

I am currently operating under the assumption that the following NCMB activities that are not directly related to "work on getting resolution on cases" will cease until the new calendar year:

- *SNUR-related work other than the November SNUR-based batch SNUR (including document sanitization)*
- *No other rule related work (i.e., Biotech rule and GHS SNUR Harmonization rule)*
- *No FOIA work (CITB will need to contact some FOIA submitters)*
- *No pre-notice communication work other than PMN consolidation requests*
- *No 5g FR notices (including document sanitization)*
- *Anything else that doesn't pertain to case resolution (other than the public meeting and participation in the OECD Working Party on Manufactured Nanomaterials meetings scheduled in Paris with [Ex. 6 Personal Privacy (PP)] during the 3rd week of December)*

[Ex. 6 Personal Privacy (PP)]

New Chemicals Management Branch (MC- 7405M)
U.S. EPA, Office of Pollution Prevention and Toxics

[Ex. 6 Personal Privacy (PP)]